

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**HIGHLAND MEADOWS
COMMUNITY DEVELOPMENT DISTRICT II**

The regular meeting of the Board of Supervisors of the Highland Meadows Community Development District II was held on **Monday, February 06, 2023 at 11 a.m.** at Shamrock First Baptist at 2661 Marshall Road, Haines City, FL 33844.

Present and constituting a quorum:

Christopher Lopez	Board Supervisor, Chairman
Deborah Galbraith	Board Supervisor, Vice-Chairman
Miguel Vasquez	Board Supervisor, Assistant Secretary
Kristen Anderson	Board Supervisor, Assistant Secretary
Genelle Moore	Board Supervisor, Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, (Via Zoom)
Alan Rayl	District engineer, (Via Zoom)
Richard Hernandez	Rizzetta & Company, Inc.
Scott Brizendine	Rizzetta & Company, Inc.

FIRST ORDER OF BUSINESS **Call to Order**

Ms. Adams called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS **Audience Comments**

1. Cars blocking visibility when making turns.
2. Trees on property are in poor shape.
3. Developers did a great job at the front of the community but a terrible job inside the community.
4. Perimeter Fencing is damaged.

THIRD ORDER OF BUSINESS **Administration of Oath to Newly Appointed Supervisor to seat No. 3**

Oath administered on record by Tricia Adams a notary public duly authorized by Florida.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting held on December 13, 2022

On a Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board approved the Minutes of the Regular Meeting held on December 13, 2022, for the Highland Meadows Community Development District II.

FIFTH ORDER OF BUSINESS

Approval of Notice of Resignation of KE Law Group PLLC

On a Motion by Mr. Lopez, seconded by Ms. Moore, with 4-1 Ms. With Ms. Anderson opposed, the Board accepted the resignation of KE Law Group PLLC, for the Highland Meadows Community Development District II.

SIXTH ORDER OF BUSINESS

Consideration of RFQ for District Council Services

Tabled until the February 14th meeting.

SEVENTH ORDER OF BUSINESS

Approval of Request to waive 60-day Notice for GMS

On a Motion by Mr. Lopez, seconded by Genelle Moore, motion fails 2-3 Miguel Vasquez, Kristen Anderson, and Deborah Galbraith oppose, for the Highland Meadows Community Development District II.

EIGHTH ORDER OF BUSINESS

Kristen Anderson Motioned to Re-elect Chair

On a Motion by Ms. Anderson, no second, motion fails 2-3 for lack of second, for the Highland Meadows Community Development District II.

NIENTH ORDER OF BUSINESS

Acceptance of Request to Waive 60-day Notice for GMS Re-presented to BOS

On a Motion by Mr. Lopez, seconded by Genelle Moore, approved by Kristen Anderson opposed by Deborah Galbraith and Miguel Vasquez, the Board accepted to waive the 60-day notice for GMS, for the Highland Meadows Community Development District II.

TENTH ORDER OF BUSINESS

Discussion of RFP for District Management Services

On a Motion by Mr. Lopez, seconded by Genelle Moore, the Board motion to terminate RFP

process, motion fails with Deborah Galbraith, Kristen Anderson, and Miguel Vasquez oppose, for the Highland Meadows Community Development District II.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Termination of Contract
Between Ryal Engineering and Surveying**

On a Motion by Mr. Lopez, seconded by Mr. Vasquez, the Board motion carries 4 to 1, with Kristen Anderson opposed, for the Highland Meadows Community Development District II.

TWEFTH ORDER OF BUSINESS

**Consideration of Bond or Insurance
Requirements for Treasurer**

Discussion only. No action was taken.

THIRTEENTH ORDER OF BUSINESS

**Chairman Lopez Called for a Public
Comment Period**

Christopher Lopez called for a public comment period at 1:22 pm and closed at 2:06 pm

FOURTEENTH ORDER OF BUSINESS

Reconsideration of Election of Chair

Public comment on chair.

On a Motion by Ms. Anderson, seconded by Mr. Vasquez, with Christopher Lopez and Genelle Moore opposing, the Board accepted to elect Miguel Vasquez as Chairman, for the Highland Meadows Community Development District II.

RECESS TO 2:30 PM

FIFTEENTH ORDER OF BUSINESS

**Consideration to Terminate RFP Process
for District Management Services**

On a Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, the Board terminates the RFP Process and is presented with a proposal and presentation from Rizzetta and Company, Inc, for the Highland Meadows Community Development District II.

SIXTEENTH ORDER OF BUSINESS

**Consideration of Contract with Rizzetta
and Company, Inc**

On a Motion by Ms. Anderson, seconded by Mr. Lopez, with all in favor, the Board accepted the contract with Rizzetta and Company, Inc, for Highland Meadows Community Development District II

SEVENTEENTH ORDER OF BUSINESS **Consideration to Retain KE Law through February 14, 2023**

On a Motion by Ms. Anderson, seconded by Ms. Galbraith, with all in favor, the Board accepted to retain KE Law through February 14, 2023, for Highland Meadows Community Development District II

EIGHTTEENTH ORDER OF BUSINESS **Consideration to Elect Scott Brizendine as Treasurer**

On a Motion by Mr. Vasquez, seconded by Mr. Lopez, with all in favor, the Board approved Scott Brizendine with Rizzetta and Company and Treasurer, for Highland Meadows Community Development District II

1. **Discussion on status of Haines City Landscape Code Compliance matters- Tabled.**
2. **Consideration of status of SBA Account – Tabled.**
3. **Discussion of Use of Electronic Mail messages for District matters – Tabled.**

NINETEENTH ORDER OF BUSINESS **Consideration of Resolution 2023-03 Establishing Truist as Local Bank Account and Appointing Signatories**

On a Motion by Ms. Anderson, seconded by Mr. Lopez, with all in favor, the Board approved Resolution 2023-03 Establishing Truist as Local Bank Account and Appointing Signatories, for Highland Meadows Community Development District II

1. Consideration of Delegating Authority by Resolution to the chairman of the Board to Negotiate Agreement with Haines City – Tabled
2. Discussion of the Rules of Procedure – Tabled

Staff Reports

- A. District Counsel**
No report.
- B. District Engineer**
Not present.
- C. District Manager**
No report.

NINETEENTH ORDER OF BUSINESS **Supervisor Requests**

Motion to delegate authority to Chair Vasquez to approve District management Agreement.

On a Motion by Mr. Lopez, seconded by Ms. Galbraith, with all in favor, Board of Supervisors approved Christopher Vasquez to approve Agreement with Rizzetta, for the Highland Community Development District II.

TWENTIETH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Vasquez, seconded by Mr. Lopz, with all in favor, Board of Supervisors adjourned the meeting at p.m. for Waterset North Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman

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